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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Materials Division

DATE: 1 November 1957

FROM : Chief, Solid Fuels Branch  
Acting Chief, Electric Power Branch

SUBJECT: Combined Monthly Activities Report - October 1957

1. Accomplishments

## A. Solid Fuels Branch:

a. Furnished ST/I/R, with a listing of coke plants, briquette plant and "synthetic" coal plant installations to be included in travel folder for Hungary.

b. Reported to ST/A, Area Records Officer, ORR, estimated lineal feet of records destroyed in third quarter 1957.

c. Furnished Chief, ST/I/R, with suggested IPC Targets on East Germany in response to ST/I Office Notice No. 130, 3 Oct 57.

d. Supplied Chief, D/A, with suggested revision of paragraph on Fuel in OCI Handbook on Czechoslovakia, Project 10.2011.

## B. Electric Power Branch:

e. Prepared requirements for the briefing of U. S. delegate to the Electric Power subcommittee meeting of ECE at Geneva.

f. Completed Branch contribution to NIE, on Communist China, Project 10.1510, ( [REDACTED] was the responsible analyst.)

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g. Commented on G2 reply to Branch recommendations concerning NIS-18 Section 62, Fuels and Power, Czechoslovakia.

h. Prepared Terms of Reference for Project 20.1881, Electric Power Consumption in the USSR and held an explanatory meeting with contributing Branches on 30 October 1957.

i. Prepared Subsidiary Terms of Reference for Project 20.1783 in order that Branch could meet its obligations created by this project. Explained this Terms of Reference and its relation to Project 20.1881 at the above meeting.

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j. Prepared statistical revisions for the Directors Handbook.

k. Prepared comments and technical review concerning the proposed trade with large power-producing units for Poland.

2. Plans

No comment.

3. Training

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a. [REDACTED] is currently enrolled in the statistical course, on agency time.

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b. [REDACTED] is currently enrolled in the German language course, on own time.

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c. [REDACTED] is currently enrolled in USSR language course, agency time.

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d. [REDACTED] attended lecture at National Resources College on "Resources in USSR".

4. Administration

a. Submitted to Chief, D/M, review of M/S and M/EP Branch programs through October 1957.

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b. [REDACTED] joined M/S Branch on 17 October 1957.

c. Three career preference forms were prepared within the EP Branch.

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d. [REDACTED] left on extensive field trip ~~29~~ October 57. Scheduled date of return, 12 November 1957.

5. Problems

No comment.

6. Recommendations

None.

by [REDACTED]

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